

REQUEST FOR PROPOSAL
 (West Virginia State Treasurer's Office - CRFP STO17000001)

Attachment C: Cost Sheet

Cost information below as detailed in the Request for Proposal and submitted in a separate sealed envelope. Cost should be clearly marked.

Bids for hourly rates and service charge bid shall include all costs, including travel and overhead. The Agency shall not pay any other fees or costs.

Insert the amounts you bid for the hourly rate and for the service charge. Multiply the estimated hours by the hourly rate you bid and multiply the amount of subcontracted services by the service charge percentage you bid. Enter the total at the bottom.

The Vendor understands that all services will be provided and billed based upon actual hours. The hours provided are general estimates only and shall be used for evaluation purposes. The Agency makes no guarantee to the actual quantity of services that will be required by the Agency.

Services	Estimated Hours	Hourly Rate	TOTAL
Consultation	100	\$ 90.00	9,000.00
Design	300	\$ 55.00	16,500.00
Research	150	\$ -	-
Print Media	100	\$ -	-
Television Media	15	\$ -	-
Radio Media	25	\$ -	-
Social/Website Media	25	\$ -	-
Publication Production	50	\$ 50.00	2,500.00
Event Planning	100	\$ 50.00	5,000.00
Survey and Analysis	50	\$ -	-
Other	50	\$ -	-
	Estimated Cost	Service Charge	
Media/Advertising Buys	250,000	9.00%	22,500.00
Subcontracted Services	30,000	10.00%	3,000.00
TOTAL:			58,500.00

If applicable, sign the attached Resident Vendor Preference Certificate with the proposal.
 This has been submitted at 5% Vendor Preference

The Manhan Group agrees to provide the services of Research, Print Media, Television Media, Radio Media, Social/Website Media, Survey Analysis, and Other at an Hourly Rate of \$0.00. This cost has been factored into the Mark-Up.

Signed: 
 George B. Manahan, Owner/CEO

Date: 10-31-2016

11/01/16 11:45:45
 WV Purchasing Division